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Ralph S. Bingham III, Executive Director

## **EXECUTIVE BOARD MEETING MINUTES**

**August 15, 2024, 2:30 PM via Zoom**

### **EXECUTIVE BOARD**

#### **Present**

Helen-Ann Brown Epstein  
Mary Fran Daley  
Laura Giacobbe  
Shannon Kish  
Allan Kleiman  
Luca Manna  
Joan Serpico  
Michelle Sutton-Kerchner  
Vickie Volyn

#### **Absent**

Amy Behr-Shields  
Ranjna Das  
Corey Fleming  
John Foglia  
Carina Gonzalez  
Irene Langlois

#### **Also Attending**

Ralph Bingham, Executive Director, LibraryLinkNJ  
Carol Fishwick, LibraryLinkNJ (Minutes Taker)  
Michele Stricker, NJ State Library

### **CALL TO ORDER**

The meeting was called to order at 2:31 p.m. by Joan Serpico, President, who announced that the meeting was in compliance with the Open Public Meetings Act.

### **APPROVAL OF MINUTES**

Board Secretary Laura Giacobbe presented the July 18, 2024, Executive Board Meeting Minutes, which were approved by unanimous consent.

### **TREASURER'S REPORT**

Treasurer Mary Fran Daley presented the following reports to be accepted:

- July 13, 2024 - August 9, 2024 Check Detail Report
- July 2024 Operating Expenses/Bill List Report
- July 2024 Budget vs. Expense Report
- July 2024 Investment Report

All of the above reports were approved by unanimous consent.

The QuickBooks reports: FY 2025 Budget, Balance Sheet with Prior Year Comparison, and Statement of Operations with Prior Year Comparison, were reviewed.

**EXECUTIVE DIRECTOR'S REPORT**

Executive Director Ralph Bingham presented a written report.

**STATE LIBRARIAN'S REPORT**

Michele Stricker updated the Board on New Jersey State Library news.

**CORRESPONDENCE AND PUBLIC COMMENTS**

No correspondence or public comment

**UNFINISHED BUSINESS**

No unfinished business

**NEW BUSINESS**

Board President Joan Serpico presented the Organizational Values Statements. Allan Kleiman moved to approve the Organizational Values Statements as outlined in the document. Michelle Sutton-Kerchner seconded the motion, which passed.

Board President Joan Serpico reported the FY25 Executive Board Committees are in the process of finding common meeting times.

**ADJOURNMENT**

Allan Kleiman moved to adjourn the meeting. Michelle Sutton-Kerchner seconded the motion which passed. The meeting was adjourned at 2:57 pm.

Respectfully submitted by

Laura Giacobbe  
Secretary